



*"Liberty is always dangerous, but it is the  
safest thing we have."  
– Harry Emerson Fosdick*

# Purchasing Update

Division of Purchasing, Idaho Department of Administration

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## Purchasing Training



The Idaho Division of Purchasing is offering purchasing training and webinar's on a regular basis. Visit the website at; [www.adm.idaho.gov/purchasing](http://www.adm.idaho.gov/purchasing) and click on the link to State Buyer Training for additional information.

If there is enough interest in the webinar listed below; Purchasing will host this webinar in our conference room, June 1, 2006 at 1:00 p.m. Duration is 90 minutes. Please send an e mail to [pearl.smith@adm.idaho.gov](mailto:pearl.smith@adm.idaho.gov) to register. The cost is \$25.00 for NIGP members and \$35.00 for non members. You must let Purchasing know by 5:00 p.m. today, Monday, May 22, 2006

### **Developing Effective RFP Evaluation Criteria Webinar on Thursday, June 1<sup>st</sup>!**

Donnell Fowler, CPPB and Keri Stocks, CPPB, will be sharing some important aspects of the RFP process and offer useful ways to employ tools for effective RFP evaluation. They'll be talking about why you might want to use this technique. They'll offer suggestions as to how you can do a better evaluation and who can contribute to the time with expertise and effectiveness.

Remember - Webinar credits can be used for UPPCC certification and re-certification!

## Certifications

Congratulations to our most recent purchasing personnel on their certifications. It has been some time since we have had a newsletter; however we want to recognize these people for their hard work and dedication to the profession.

Don Elliott, CPPB  
Teena Gortsema, CPPB  
Gregory Lindstrom, CPPB  
Dianna Lyn Slonecker, CPPB  
Richard (Dick) Vogel, CPPB  
D. Pearl Smith, CPPO

## **Promotions/New Faces**

Mark Little, is our new State Purchasing Manager. He replaced Lyle Gessford who retired on March 17, 2006. Pearl Smith is the new Purchasing Training Officer. She replaced Frank Pierce who left State employment last November. Elaine Ricketts, Aaron Wolter, and Dick Vogel all have new titles as Purchasing Officers. Purchasing would like to encourage everyone to welcome our newest Purchasing Officers, Mary Jepsen and Jason Urquhart. They joined our staff on May 8, 2006.

## **Updated State of Idaho Terms and Conditions**

New State of Idaho Terms and Conditions (revised 04-27-06) have been added to the purchasing website. The change pertains to Item #8 Contract Relationship and reads in part; Contractors must provide either a certificate of workman's compensation insurance issued by a surety licensed to write workman's compensation insurance in the State of Idaho.

If you have a hard copy of the Purchasing Reference Guide, you can print a copy of the revised T & C's to replace Chapter 24 at <http://adm.idaho.gov/purchasing/stwidecentres.html>

Administration has a newly formulated public records policy. To access a copy, go to Administration's home page, then to publications, then to general. It is listed as "Policy for handling Public Records Requests".

## **New Digs, Federal Surplus Property**

Federal Surplus has a new location at 3416 Bennett St. – Boise. For more information, contact Bruce Hutchinson, Business Manager, 332-1629 or e mail: [bruce.hutchinson@adm.idaho.gov](mailto:bruce.hutchinson@adm.idaho.gov)

You can also visit on line at: <http://adm.idaho.gov/purchasing/surplus/htm>

## **Statewide Contracts Updates**

Paper, Plastic and Cleaning Supplies are presently being re-bid. A new Contract is anticipated by the middle of June.

Plastic Bags are in evaluation and should be awarded in the next couple of weeks.

Tires have expired and a new bid is being prepared for issuance in June.

Grocery Bags, Printed. A survey will be available to agencies in the next couple of weeks. Please take the time to respond with your suggestions.

**Purchasing Update** is a newsletter for the **Department of Administration, Division of Purchasing** designed to provide purchasing information to state and public agency purchasing personnel. Anyone wishing to contribute information and ideas for future articles; has questions regarding state purchasing issues; the **Division of Purchasing** mission or activities, please contact Pearl Smith at (208)-332-1612 or [pearl.smith@adm.idaho.gov](mailto:pearl.smith@adm.idaho.gov)